

Vendor Data Standard

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Vendor Data Standard Owners

The Community of Interest (COI) responsible for the development and ongoing maintenance of the Commonwealth's Vendor Data Standard is as follows:

- Division of Purchases & Supply (DPS) – Ron Bell
- Department of Accounts (DOA) – David VonMoll
- Virginia Information Technology Agency (VITA) – George Coulter

The Data Stewards associated with each agency are as follows:

- DPS – Bob Sievert and Becky Barnett
- DOA – Randy McCabe and Kim White
- VITA – Eric Link and Susan Woolley

The VITA Enterprise Application Division (EAD) has supported the development of the vendor data standard and has reviewed it for completeness and accuracy according to data management best practices. The EAD resources responsible for supporting the vendor standard are as follows:

- VITA EAD – Peggy Feldman, Chief Applications Officer
- VITA EAD – Nadine Hoffman, Data Manager
- VITA EAD – John Morgan, Enterprise Data Architect

Vendor Data Standard Background

All Virginia public bodies are responsible for complying with Code of Virginia Sections [2.2-4300](#) thru [2.2-4377](#) referred to as the Virginia Public Procurement Act. Code of Virginia Section § 2.2-1110 assigns responsibility for non-technology procurement to the Department of General Services, Division of Purchases and Supply (DPS). Code of Virginia Section § 2.2-2010 assigns responsibility for technology procurement to The Virginia Information Technologies Agency (VITA). This section also empowers VITA to “Develop statewide technical and data standards for information technology and related systems to promote efficiency and uniformity” and to “Direct the establishment of statewide standards for the efficient exchange of electronic information and technology, including infrastructure, between the public and private sectors in the Commonwealth”

In March 2001, Virginia implemented eVA, the state's electronic procurement program, to streamline and better manage state purchasing activities, and to provide transparency and accountability to the general public. eVA development focused on automating procurement activities in a way that allowed the state to better manage its vendor list and buying power to obtain more favorable prices for the goods and services it purchases. State agency procurement agents, as well as businesses desiring to sell to the state, are required to use eVA.

The Department of Accounts (DOA) is responsible for state agency compliance with *Code of Virginia*, Sections 2.2-4347 through 2.2-4356 and 2.2-5004 referred to as the Prompt Payment Statutes. The Prompt Payment Statutes promote sound cash management and improved vendor relationships by ensuring timely payments for goods and services. Section 2.2-4347 requires state agencies that acquire goods and services, or conduct business through contractual agreements with nongovernmental and privately-owned businesses, to pay by the "required" payment due date for delivered goods and services.

Effective July 1, 2009, *Code of Virginia* section 2.2-1115 was amended by the addition of section 2.2-1115.1 referred to as Standard Vendor Accounting Information. This statute requires the Director of Purchases and Supply, the State Comptroller (Department of Accounts), and the Virginia Information Technologies Agency to develop and maintain data standards for use by all agencies and institutions for the purchase and payment of goods and services.

§ 2.2-1115. Execution of contracts; payment for purchases; violations.

- A. All contracts entered into by the Division shall be executed in the name of the Commonwealth.
- B. All purchases made by or through the Division shall be paid for in the same manner and out of the same funds as if the purchase had not been made by or through it.
- C. The Division shall maintain a system of accounting prescribed by the State Comptroller. All moneys collected by the Division shall be paid promptly into the state treasury and reported to the State Comptroller for appropriate credit.
- D. The Comptroller shall not issue any warrant upon any voucher issued by any using agency covering the purchase of any material, equipment or supplies, when such purchases are made in violation of any provision of this article.
- E. Intentional violations of the centralized purchasing provisions of this article by any using agency, continued after notice from the Governor to desist, shall constitute malfeasance in office, and shall subject the officer responsible for violation to suspension or removal from office, as may be provided by law in other cases of malfeasance

§ 2.2-1115.1. *Standard vendor accounting information.*

- A. *The Division, the Virginia Information Technologies Agency, and the State Comptroller shall develop and maintain data standards for use by all agencies and institutions for payments and purchases of goods and services pursuant to §§ 2.2-1115 and 2.2-2012. Such standards shall include at a minimum the vendor number, name, address, and tax identification number; commodity code, order number, invoice number, and receipt information; and other information necessary to appropriately and consistently identify all suppliers of goods, commodities, and other services to the Commonwealth. The Division, the Virginia Information Technologies Agency, and the State Comptroller shall annually review and update these standards to provide the Commonwealth information to monitor all procurement of goods and services and to implement adequate controls to pay only authorized providers of goods and services to the Commonwealth.*
- B. The Division and the Virginia Information Technologies Agency shall submit these standards to the Information Technology Investment Board in accordance with § 2.2-2458 for approval as statewide technical and data standards for information technology.

VIRGINIA ACTS OF ASSEMBLY – 2009 SESSION; CHAPTER 758, 3 – That the Department of General Services, the Virginia Information Technologies Agency, and the State Comptroller shall submit to the Information Technology Investment Board the standards required pursuant to § [2.2-1115.1](#) of this act by December 1, 2009. The Department of General Services and the Virginia Information Technologies Agency shall undertake to use these standards in the Commonwealth's enterprise electronic procurement system upon approval by the Information Technology Investment Board and make the standards available for use by all agencies and institutions by July 1, 2010. After July 1, 2010, the Department of General Services shall provide purchasing data from the Commonwealth's enterprise electronic procurement system, to the extent it is available, at least quarterly for inclusion in the Auditor of Public Accounts' searchable database established pursuant to § [30-133](#) of the Code of Virginia. All agencies and institutions that use the standards developed pursuant to this act that have not previously reported data to the Auditor of Public Accounts through the Commonwealth's enterprise electronic procurement system shall, to the extent practicable, provide such data to the Auditor of Public Accounts at least quarterly beginning after July 1, 2010.

Scope

This standard defines vendor information that is required to support the purchase and payment of goods and services pursuant to Code of Virginia §§ 2.2-1115. During the development of this data standard, the COI acknowledged that Vendor is a large universe. Most agencies have a vendor data file that includes multiple types of vendors: procurement vendors and non-vendor fiscal payees such as grantees and employees. This data standard focuses on Procurement Vendors, as defined in the Definitions Section of this document. Non-Vendor Fiscal Payees have been excluded at this time but will be addressed by the Department of Accounts in the future.

The vendor entity relationship model and its associated data dictionary, which are included by reference, define the data requirements for information collected about vendors. This standard applies to all agencies and institutions.

For the purpose of this standard a vendor is an individual, public body, or business who desires to sell goods or services to the Commonwealth.

Subsequent standards in this series shall define additional information requirements for purchase transactions (solicitations, contracts, requisitions, purchase orders, change orders, and receipts) and fiscal transactions (invoices, vouchers, and payments)

Definitions

Attribute: An attribute is a specific characteristic that describes an entity (e.g. customer name and vehicle identification number).

Concatenation: the state of being linked together as in a chain; union in a linked series. These are data attributes typically joined together to create uniqueness.

Data Dictionary: A data dictionary is a centralized repository of information about data such as meaning, relationships to other data, origin, usage, and format." (ACM, IBM Dictionary of Computing, 10th edition, 1993) A data dictionary includes such items as complete and accurate definitions of both entities and attributes, attribute domains, valid values, synonyms or aliases, default values, data type and length, required/not required constraints, etc.

Data Owner: The Agency Data Owners define, manage and control the use of data within their organizations. The Agency Head or designee designates the Agency Data Owner(s) for the functional/subject areas within their jurisdictional control or authority. They also ensure adequate resources for Agency Data Owners to effectively develop and maintain their respective functional/subject areas in support of the Commonwealth's Data Management Program.

Data Steward: A data steward is the person assigned by an agency to represent the agency's interagency data needs and ensure that proposed standards meets those needs. The Agency Data Steward works on behalf of their Agency Data Owner. The data steward should have a broad understanding of the agency's data, be able to research data usage, and be empowered to obtain agreement from data owners and speak authoritatively for the agency. :

Entity: A person, place, thing, event or concept identified by the user or the business as in independent existence, and can be uniquely identified (e.g. Customer, Certification and Vehicle).

Entity Relationship Model (ERM): An entity-relationship model is an abstract conceptual representation of structured data, which produce a conceptual data model, a system, and its requirements in a top-down fashion. There are several notations for data modeling. The actual model is frequently called "Entity Relationship Model", because it depicts data in terms of the entities and relationships described in the

data. ERMs can also be referred to as Entity Relationship Diagrams (ERD), data models or logical data models (LDM).

eVA: The Commonwealth's enterprise electronic procurement system.

Participating Vendor: A Participating Vendor is an individual, public body, or business who desires to sell goods or services to the Commonwealth, and has agreed to participate in Commonwealth's enterprise electronic procurement system.

Primary Key: A primary key is an attribute that uniquely identifies each instance of the entity. For example, for automobiles the vehicle identification number uniquely identifies a specific automobile and could be used as the primary key attribute for an entity that describes automobiles.

Procurement Vendor: A procurement vendor a an individual, public body, or business who desires to sell goods or services to the Commonwealth. This includes Participating Vendors and State Registered Vendors and excludes fiscal payees.

Relationship: A relationship is an association between entities that is relevant to the constraints, rules and policies of the business. Relationships can be thought of as verbs, linking two or more nouns. Examples: an *owns* relationship between a company and a computer, a *supervises* relationship between an employee and a department, a *performs* relationship between an artist and a song, a *proved* relationship between a mathematician and a theorem.

State Registered Vendor: A State Registered Vendor is an individual, public body or business who sells goods or services to state agencies and institutions, but has not agreed to participate in Commonwealth's enterprise electronic procurement system. State registered vendors must be entered into the Commonwealth's enterprise electronic procurement system by the agency or institution that is conducting business with the vendor.

Vendor: A vendor is 1) an individual, public body, or business who desires to sell goods or services to the Commonwealth (see Procurement Vendor) or 2) in fiscal applications a vendor who requires payment and will appear in the fiscal payee file along with other non-vendor payees that include for example grantees, customer's requiring refunds, employees as well as others requiring a payment not associated with the purchase of goods and services.

Vendor Location Standard Name: The Vendor Location Standard Name is the name used across the Commonwealth in processing orders and payments to the vendor location. Note: The Vendor Location Standard Name is a separate data attribute from the Vendor Location Legal Name and the Vendor Location Name (commonly known as trading as name or doing business as name). The Vendor Location Name can also be included on Orders for clarity in order processing.

Vendor Entity Relationship Model (ERM) (as of Oct 27, 2009)

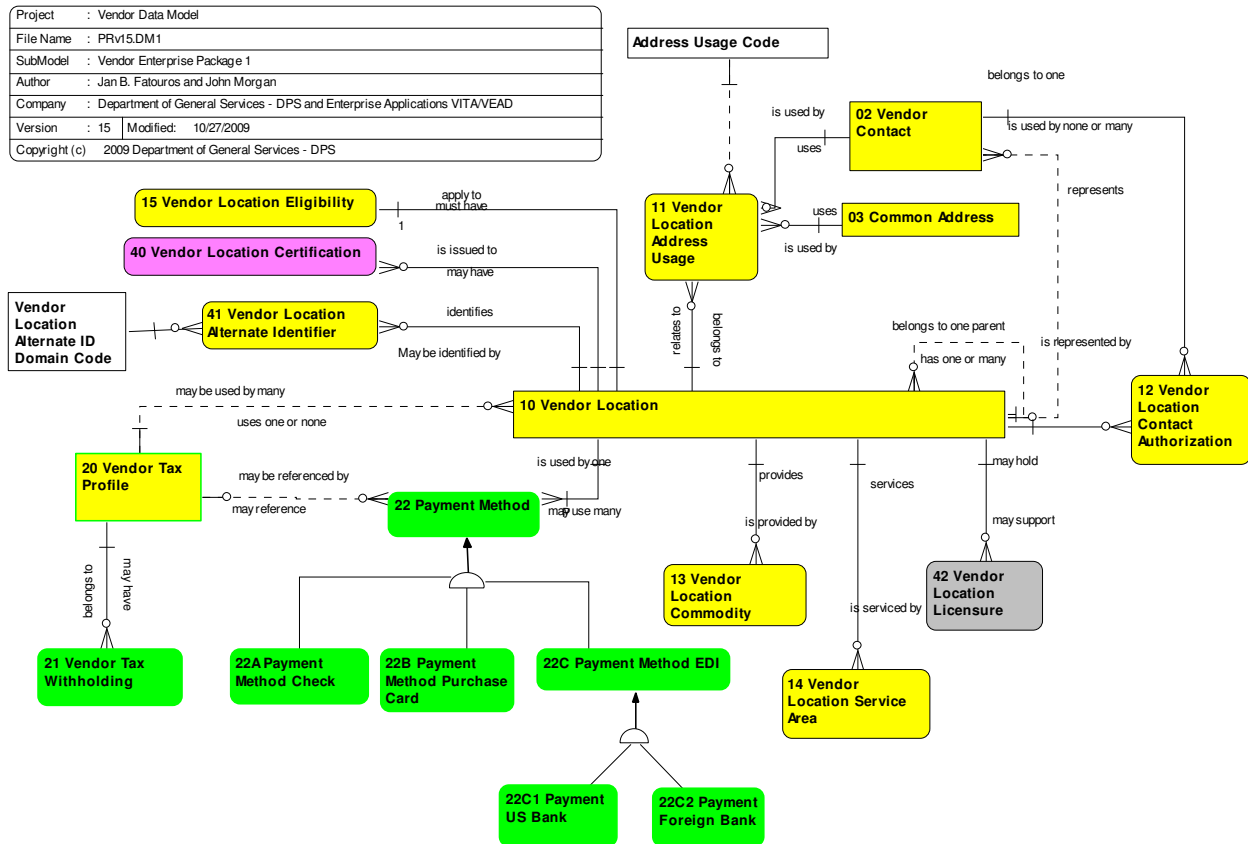


Figure 1 Vendor Data Model
Data Owners: Green = DOA, Yellow = DPS, Violet = DMBE, Grey = Future

Entity Relationship Model (ERM) Overview

The Vendor ERM graphically defines the vendor information that is required to support procurement and payment business processes. Detailed definitions for each entity and attribute, attribute characteristics, mandatory requirements, and valid reference values are contained in the Vendor Data Dictionary. The Vendor Data Dictionary may be accessed at <http://www.cao.virginia.gov/EDM/Vendor/index.htm>. This overview provides a summary of the ERM and its key attributes.

The main data entity describing a vendor is **Vendor Location**. A vendor must have one but may have many vendor locations. The vendor location entity is recursive, allowing one vendor location to reference another vendor location. This structure provides flexibility in defining a complex tree of vendor relationships. It is the intent of this standard to designate one vendor location as the headquarters location which becomes the *parent* location for all of its *children* vendor locations

Vendor Location to Vendor Headquarters Location Example

Vendor Location 1 (VL1) is the Corporate Headquarters for ABC Corp. ABC Corporation uses two sales organizations Vendor Location 2 (VL2) and Vendor Location 3 (VL3). ABC Corporation also owns XYZ Corporation which is identified as Vendor Location 4 (VL4). XYZ Corporation uses three sales organizations Vendor Location 5 (VL5), 6 (VL6), and 7 (VL7)

For ABC Corp

Vendor Location 1 (VL1)– The Corporate headquarters is the Parent for Vendor Location 1 (this is the top of the tree)

Vendor Location 2: Parent is VL1

Vendor Location 3: Parent is VL1

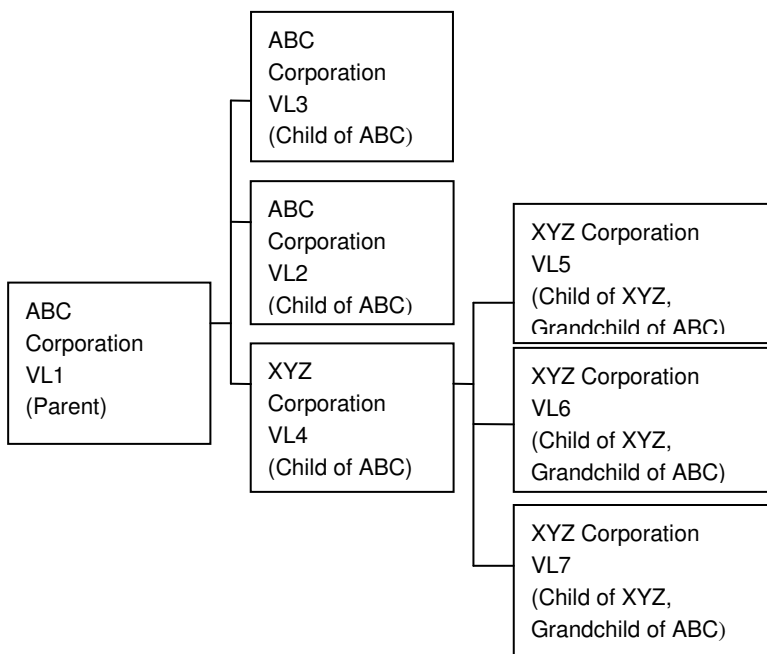
For XYZ Corp

Vendor Location 4 (VL4): Parent is VL1 (ABC Corporate Headquarters)

Vendor Location 5: Parent is VL4 (XYZ Corporate Headquarters)

Vendor Location 6: Parent is VL4

Vendor Location 7: Parent is VL4



By walking the nodes of the tree – you can move from Vendor Location 7 all the way up to Vendor Location 1. This structure allows vendor locations to be related to each other when the locations use different tax identifiers and/or choose to conduct business using different trade names.

The primary key for the **Vendor Location** entity is the Vendor Location Identification Number (VLIN). This number is assigned by the Division of Purchases and Supply at the time of vendor location registration in eVA. The VLIN must be used by all agencies and institutions when vendor information is exchanged. The **Vendor Location** entity also contains the vendor location legal name, vendor location name (also known as a trade, fictitious, or doing business as name), and vendor standard name. The **vendor standard name** attribute contains the vendor name that must be used by all agencies and institutions when issuing orders and payments to the parent vendor location and all of its children that use the same tax identification number. Orders may also include the Vendor Location name for clarity in order processing. Children using a tax identifier different from its designated parent shall use the name submitted on the W9 or W8 associated with the child location tax identifier. In the future, as the state's fiscal systems can accurately associate trade names to its parent vendor, the rules for assigning vendor standard name may be modified.

The vendor location **Registration Source Code** attribute designates the registration type of the vendor location. There are two valid registration sources – Participating and State Registered. ..

DPS and DOA are working on policies and procedures to centralize the collection of W9 and W8 information for use by all agencies and institutions. The **Vendor Tax Profile** entity contains attributes found on IRS Forms W9 or W8. The primary key for Vendor Tax Profile is the US taxpayer identification number. This identifier is comprised of two attributes: the **Taxpayer Identification Number (TIN) Type Code** and the **Taxpayer Identification Number**. The TIN Type code identifies the issuing organization, Internal Revenue Service or Social Security Administration. Information contained in the Vendor Tax Profile entity may be entered before or after entering information for the vendor location entity. The related **Vendor Tax Withholding** entity supports multiple simultaneous withholding rates per tax identifier.

The **Common Address** entity represents the draft data standard that VITA EAD is developing. Once reviewed by a larger audience and subsequently adopted it will become the standard for all address information gathered by state agencies. This entity is included because the Vendor data standard references this entity for addresses associated with Vendor Locations. The Common Address entity supports international addressing, stores results of address validation by USPS ZIP plus four software, maintains parsed and formatted address lines, and provides a common set of address type values. The primary key for the Common Address entity is the **Common Address Identifier** attribute.

All other entities in this standard require at least one vendor location to be created prior to entry of entities that more fully describe the vendor location.

The **Vendor Contact** entity contains telephone, fax, and email information for all contacts related to the vendor. Some of these contacts are referenced by the Vendor Location Address Usage entity as the principal contact for the vendor address. Vendor Contacts are related to the parent vendor location, but may be used by all related vendor locations. The primary key for the vendor contact entity is the **Vendor Contact Identifier** attribute. A related entity, the **Vendor Location Contact Authorization** entity records which vendor locations and the type of access assigned to the contact for each vendor location the contact may access.

The **Vendor Location Address Usage** entity associates common addresses and vendor contacts to vendor locations. The usage of the address is described by the **Vendor Location Address Usage Code** attribute. Some of the valid values for the vendor location address usage code are solicitation, order, invoice, payment, and customer service. The standard anticipates that a vendor location may have many addresses of the same type. The **Principal Address Flag** attribute is used to designate addresses that are used in eVA. The primary key for the Vendor Location Address Usage entity is the concatenation of Vendor Location Identification Number, Vendor Location Address Usage Code, Common Address Identifier, and Vendor Contact Identifier.

The **Vendor Location Commodity** entity provides a list of the goods or services provided by the vendor location. The primary key is the concatenation of the **Vendor Location Identification Number** and the **NIGP commodity code** attributes. Valid values for the commodity code attribute is the National Institute of Government Purchasing (NIGP) Living Code at the five digit.

The **Vendor Location Service Area** entity provides a list of all Virginia localities the vendor location has agreed to service. The primary key is the concatenation of the **Vendor Location Identification Number** and the **Service Area FIPS Code** attributes. Valid values for the service area attribute are the Federal Information Processing Standard (FIPS) codes for Virginia counties and cities.

The **Vendor Location Certification** entity is designed to support disadvantaged vendor certifications issued by the Department of Minority Business Enterprises (DMBE) and other certifications as VITA, DPS, and DOA may designate. A certification is identified by the combination of Vendor Location Identification Number, Certification Domain Type Identifier, and Certification Reference Identifier. This entity is updated from DMBE's certification application via a near-real time web service. All agency's and institution systems that require DMBE certification information shall rely on the information contained in this entity.

In a similar manner, in the future, the **Vendor Location Licensure** entity will contain licensing information about the vendor location as contained in the state's various licensing systems. This licensing data will be restricted to only what is needed by the Commonwealth to validate licensing requirements.

The **Vendor Location Eligibility** entity is used to determine in which procure-to-pay processes the vendor location may participate. For example a vendor location may meet all requirements to receive a purchase order, but without a validated W9 on file, may not be eligible to receive a payment. The entity also provides a single location to determine if a payment should be processed through the Comptroller's debt set off program or is on the federal excluded parties list. The primary key for this entity is the Vendor Location Identification Number.

The **Vendor Location Payment Method** entity contains information about how the vendor location would prefer to receive payments. The primary key for Vendor Location Payment Method is the concatenation of **Vendor Location Identification Number** and **Payment Method Sequence Number** attributes. Every vendor location must designate at least one **Vendor Location Payment Method**, but may designate as many payment methods as needed. By default the vendor location payment method is check. Each vendor location is required to designate if they accept purchase cards and, if so, which type of cards are accepted. Information required to process EDI payments will be gathered as part of vendor registration for use in the Commonwealth Accounting and Reporting System (CARS). DOA is responsible for collecting required trading partner agreements for EDI and supporting issues that may arise during EDI payment processing. In the future to the extent allowed by law, EDI information may be shared with agencies and institutions that do not use DOA for payment processing.

The **Vendor Location Alternate Identifier** entity is designed to support additional unique identifiers for the vendor location. An example of an external unique identifier for a vendor location is DUNS number. DOA, DPS, and VITA shall determine which alternate identifiers will be mapped to vendor locations.

Vendor Data Standard Compliance

As required by the previously referenced Code provisions, agencies and institutions with production applications that contain vendor information must comply with the Vendor data standard components described in this section by July 1, 2010. Agencies and Institutions implementing new or upgrading applications that contain vendor information must comply with all aspects of this standard prior to production use of the application.

DPS, DOA, and VITA shall establish the authoritative source for vendor information in support of this standard. This will be accomplished through a phased-in implementation with eVA being designated as the initial authoritative source for vendor data and in a subsequent phase a separate Vendor Portal/Data Repository will be established as the authoritative source.

Existing Production System Requirements

- All payment transactions must reference the vendor name as entered into the eVA vendor location standard name attribute.
- All agencies and institutions must use vendor 1099 data as entered into the eVA vendor registration system.
- When available, agencies and institutions shall use the electronic copy of W9 and W8 forms stored within the eVA vendor registration system.
- All purchasing vendor data shall be obtained from the eVA vendor registration system. This includes vendor data referenced on all contracts, purchase orders, and change orders.

General Guidance

- Locally maintained vendor information must be synchronized with eVA vendor information.
- Locally maintained vendor information must be current at the time of local system use. It is recommended that vendor information be updated at least daily with the information that is maintained in eVA..
- State Registered vendor locations must be registered in eVA by the organization choosing to do business with the vendor location and approved by DPS via the eVA vendor activation process.
- No vendor shall be required to register in locally maintained vendor registration systems.
- Locally maintained vendor files should only maintain the vendor location information required for efficient operations.

Use of Key Identifiers

- The eVA assigned Vendor Location Identification Number shall be associated with vendor location information that is maintained in local systems.
- All contracts, purchase orders, change orders, and payments must reference the vendor name as entered into the eVA **vendor location standard name** attribute. Note that orders may also include the Vendor Location name for clarity in order processing.
- All agency, institutions, and enterprise systems issuing purchase orders, change orders and vendor payments shall use the common address identifier for addresses and vendor location contact identifier for vendor location contacts.
- All data exchange with state enterprise systems and databases that contain vendor information shall provide the eVA vendor location identification number, address identifiers, and if required contact identifiers.

Use of Valid Reference Values

All data exchange or submission of vendor related information to enterprise databases shall use the reference values defined in this standard.

Data Owners' Responsibilities

- Participating Vendor information shall be captured via a vendor self-registration process. W9/W8 information accuracy review and approval shall be the responsibility of The Department of General Services, Division of Purchases and Supply (DPS).
- DPS shall define policies and procedures for the capture of vendor information for state registered vendor locations. This vendor information shall be entered by agency and institution buyers and activated by DPS.
- DPS shall revise eVA fee policies and related procedures to address eVA's role as the initial authoritative source for vendor data. For example, the payment of eVA fees for orders to State Registered Vendors.
- DPS will provide a web-service for distribution of vendor data
- DPS will configure eVA to support this data standard.
- DPS and DOA will provide coordinated policies, procedures and guidance on the following topics:
 - Procedures for the entry into eVA of required vendor location information for State Registered Vendors by procurement offices.
 - Registration requirements and verification of International (foreign) vendors
 - Procedures for the selection and use of Vendor Location Standard Name when processing vendor location orders and payments
 - Policy for the use of eVA as the authoritative source for 1099 data and W9/W8 electronic forms.
- Policy for payment of vendors that do not have a valid US tax identifier and/or a valid W9/W8 on file will establish a process to update CARS vendor file with eVA vendor registration information
- DOA will establish a process to update CARS vendor file and EDI file(s) with eVA vendor registration and EDI information

Agency and Institution Responsibilities

- Virginia agencies and institutions that maintain a secondary copy or subset of vendor information contained in eVA must use the eVA assigned vendor location, contact, and address identifiers when exchanging vendor and procure-to-pay data.
- Inquiries to eVA using an alternate vendor location identifier that may return more than one vendor location occurrence requires the receiving application to accurately process all returned vendor locations.
- Virginia agencies and institutions that maintain a secondary copy or subset of vendor information must implement processes that validate the vendor information they are using is complete and accurate.
- All contracts, orders, change orders, and payments shall be issued using the designated vendor location standard name. Note: Orders may also include the Vendor Location name for clarity in order processing.
- Virginia agencies and institutions are required to register current eVA "ad hoc" vendors as State Registered Vendors. This registration shall include collection and verification of the applicable W8 or W9 form, entry of mandatory vendor location information in eVA and submission of the W8 or W9 image to eVA.

- eVA interface agencies and institutions shall not process orders to vendor locations that are not registered in eVA.

Implementation Strategies

Phase I – Meet Chapter 758 Requirements

On or before **July 2010**, DPS, DOA, and VITA SCM shall:

- Establish processes to collect W9/W8 Vendor information for all procurement Participating Vendors registered in eVA and for State Registered Vendors which shall be entered into eVA by state agencies and institutions. (DPS and DOA)
- Configure the current eVA registration application to provide Vendor registration sub-types to differentiate eVA registered procurement Participating Vendors and State-Registered Vendors. (DPS)
- Configure the current eVA registration application to support the vendor data standard's mandatory data attributes. (DPS)
- Enable a Vendor information web-service XML request/reply process for the near real-time distribution of vendor information. (DPS)
- Establish data exchange security requirements. (VITA EAD)
- DOA and DPS will define procedures for the review of state agency and institution compliance with this data standard.

Phase II Broader Implementation with eVA

By a date to be determined by DOA and DPS:

- Incorporate EDI data into eVA in coordination with DOA's modification to its policies and trading partner agreements.
- Establish a vendor approval process for the sharing of EDI payment information with Commonwealth entities that process payments (DOA).
- Schedule the inclusion of vendor certifications other than SWaM into eVA . This schedule must be coordinated with the regulatory agencies issuing the certifications. (VITA EAD)

Phase III Full Implementation

By a date yet to be determined, DGS, VITA and DOA will implement a vendor data repository that is fully compliant with this data standard and shall provide a single authoritative source for vendor information required to support the procure-to-pay business process.

This authoritative data source shall be known as the Commonwealth Consolidated Vendor Data Repository and will offer a Vendor Portal for the management of all vendor data defined within this data standard.

It is the intent of this standard that the final Commonwealth Vendor Data Repository be an independent data repository and application that collects and distributes vendor information to all authorized users.

The Consolidated Vendor Data Repository will have the following characteristics:

- Be application independent
- Meet IRS requirements for maintenance of an electronic copy of the vendor W9/W8 information which shall be used by all Commonwealth entities to determine tax reporting and withholding requirements.
- Assign a unique Virginia controlled vendor location identifier. This identifier is a mandatory data element which must be incorporated in every application that receives vendor information from the Vendor Portal.
- Capture data entities and attributes as described in this standard's Entity Relationship Model and associated data dictionary.
- Track modifications to key vendor attributes to enable an historical point-in-time view of Vendors.
- Support requests for vendor information based on authorized alternate identifiers including DUNS number and Federal Tax ID and Domain.
- Make available vendor information to all Commonwealth entities including but not limited to State Agencies and Institutions, Higher Education, Local Governments, Legislative and Judicial Branch Agencies, and all other "buy-side" users of eVA
- Send only vendor information to data requestors that is active and current as of the date and time of the data request.
- Make available via web-service enabled XML files, to all secondary vendor repositories as soon as the vendor is activated by the approval authority.
- Convert existing eVA vendor data into the repository

Issues that will need to be addressed include:

- Establish ownership and support model
- Identify and establish funding model (DOA and eVA will have sustaining costs requirements for the repository)
- VITA to provide a description of web services and security requirements for these services